

National Anti Doping Agency
(An autonomous body under the Ministry of Youth Affairs and Sports)

RECRUITMENT NOTICE

Applications are invited from Indian Citizens for filling up of following posts/ hiring of services of experts in this office. Applications on plain paper alongwith necessary details may be submitted to National Anti Doping Agency, A- Block, Pragati Vihar, Lodhi Road, New Delhi -110003 latest by **23rd November 2017**:

| S. No | Post and its Nature | Job description | Qualifications and Experience | Monthly remuneration |
|--------------|-------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|
| 1 | Sr. Scientific Officer (Contract for 1 year extendable upto 3 years under certain conditions.) | Anti doping science management and implementation of NADA rules. | PhD in Biochemistry/Pharmacology from recognized University/college/institutes with 5 years of experience in technical administration/management. OR MD in Medicine/Pathology/Pharmacology/Sports Medicine from recognized University/college/institutes. OR MBBS/BDS with Master Degree in Hospital Management/Administration with 2 years experience. Age limit- 45 years. | Rs. 1,00,000/- |
| 2 | Law Officer (Contract for 1 year) | To deal with legal matters of NADA including those connecting to Anti Doping Panel | Bachelor Degree in Law from a recognized University/Institution with 08 years experience in dealing with legal matters in Government/Public Sector/Autonomous Bodies etc. Proficiency in Computer skills. Age limit- 35 years. | Rs. 75,000/- |
| 3 | Investigator (Contract for 1 year) | To investigate on matters pertaining to anti doping rule violations and gathering necessary evidence/information. | Serving/Retd. Officer of Central Investigation/Intelligence Agency not below the rank of Inspector with at least 5 years of experience of investigation. Age limit- 62 years in case of Retd. Officer. | Rs. 40,000/- |
| 4 | Accounts-cum-Administrative Officer (Regular) | All matters relating to administration like recruitment, procurement, establishment matters. Maintenance of accounts and budget preparation. | <u>For Deputation</u> Transfer on deputation/transfer of person holding analogous post or equivalent Assistant Accounts Officer/Accounts Officer with 10/5 years in grade respectively or Section Officer of CSS with 5 years experience with exposure to cash and accounts maintenance. <u>For Direct Recruitment</u> Master Degree or Graduation from recognized | Rs.9300-34800+G P Rs.5400/- (pre-revised) |

| | | | | |
|---|-----------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| | | | <p>university or Section Officer Examination conducted by any organized Audit and Account Services or Section Officer of the Central Secretariat Services (CSS) with exposure to cash and accounts. Proficiency in computer operation.</p> <p>10 years experience in maintaining Government Accounts with exposure to working in an Autonomous Body or dealing with their accounts/audit.</p> <p>Age limit for direct recruitment 40 years.</p> | |
| 5 | Regional Coordinators on part time basis (4 nos.). (Each for North, South, East and West region. (Part Time Contract) | To oversee and coordinate activities relating to dope sample collection and to conduct anti doping awareness program in respective region. | MD in Medicine/Pathology/Pharmacology/Sports Medicine/Biochemistry from recognized University/college/institutes. Working in any Central/State govt. University/College/Hospital. | Rs. 25,000/- |

General Conditions

1. Candidates, those who have already applied earlier, need not to apply again, their applications will be considered.
2. Candidates may submit their applications on plain paper strictly in the following format accompanied with attested copies of certificates and passport size photograph duly pasted and attested on the application form.
3. Applications received after the closing date of the advertisement will not be entertained and incomplete applications are liable to be rejected.
4. Mere submission of application by the candidate does not confer any right upon them to be called for interview.
5. Application duly completed should be sent in a cover superscripted 'Application for the post/services of -----' to **Director General National Anti Doping Agency, A-Block, Pragati Vihar Hostel, Lodhi Road, New Delhi-110003 no later than 23.11.2017.**
6. No TA/DA will be paid for appearing in interview.
7. NADA reserves right to cancel this advertisement without assigning any reason thereof.
8. **For the regular post of Accounts cum Administrative officer-** Persons working in Govt./Semi Govt./Autonomous Bodies/PSUs should apply through proper channel in the prescribed format and must accompanied with (i) Attested copies of ACRs for the last five years (ii) vigilance clearance/integrity certificate and (iii) statement giving details of major and minor penalty imposed on the officer, if any. Candidates applying for the post of AAO on deputation basis may send advance copy of application to NADA office.
9. Relaxation may be given in case of deserving candidates.

(C N Banerjee)
Administrative Officer
011-24368248